Monthly or Quarterly Sales and Use Tax Worksheet

Acco	unt Number	Return Period			
SALES AND USE TAX			J	A. Use Tax on Sales and Rentals	B. Sales Tax
1.		s by out-of-state vendors su	biect to use tax 1		
2.	Rentals of tangible property and/or accommodations				
3.	Communication services 3.			İ	
4.	Add lines 1, 2, and 34				
	LOWABLE DEDUCTION			i	
5a.			5a.	l	<u> </u>
b.		gricultural producing			
c.	Interstate commerce		İ		
d.	Exempt services		Ţ	<u> </u>	
e.	Sales on which tax was paid to Secretary of Statee				
f.	Food for human/home consumption			1	İ
g.	Bad debts		!		
h.	Michigan motor fuel or diesel fuel taxh				
i.	Other. Identify:i		Į.	İ	
j.	Tax included in gross sales (line 1)				
k.	Total allowable deduction	ns. Add lines 5a - 5j	, k.	i	
6.	Taxable balance. Subtract	ct line 5k from line 4	6.	1	ļ
7.	Tax rate		7.	x .06	x .06
8.	Tax due by rate. Multiply	line 6 by line 7	8.	I I	
9.	Tax collected in excess o	f line 8	9.	İ	
10.				1	
11.		ee charts in instructions)			
12.	Total tax due. Subtract lir	ne 11 from line 10	12.	1	
13.	Add line 12 columns A and B				
				- 11)	
	Use Tax - Purchases	Only		- NI	
14.	Enter your purchases tax	able at the 6% rate 14a		x .06 = 14b.	!
	Withholding Tax				
15.	Gross Michigan payroll a	nd other taxable compensat	ion for the period	15.	
16.	Michigan income tax wit	hheld		16.	
	Summary	ON	10.	-	
17.	Payment due. Add lines 1	13, 14b and 16		17.	
18.	If filing late, enter penalty and interest (see instructions)				<u> </u>
19.	Single Business Tax estimate (see instructions)				
20.	TOTAL TAX FOR PERIOD. Add lines 17, 18 and 19				<u> </u>
21.	Enter any credit on your a	account for previous overpa	yments	21.	<u> </u>
22.	TOTAL PAYMENT DUE.	Subtract line 21 from line 2	0		
	Enter here and on the ret	turn		22	ļ

IMPORTANT: This worksheet is your file copy and may be subject to audit. **DO NOT SEND.** Record your account number and your return period in the upper left-hand corner. Keep this for your records. Monthly/quarterly tax due should be remitted with a *Combined Return for Michigan Taxes* (Form 160).

To check your Sales, Use and Withholding transactions and ask questions about your account on-line, visit the Treasury Web site at www.michigan.gov/treasury. Click on the Business Self Service button and follow the instructions.